

# Mayor Greg Ballard Fellowship Program

Title: Workforce Development Fellow  
Department: Office of Education Innovation  
Start Date: May 18, 2015  
End Date: August 14, 2015  
Compensation: None (free parking)



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## Job Description:

Mayor Ballard's Fellowship Program gives graduate students an opportunity to experience the administration of local government in the nation's 13<sup>th</sup> largest city.

The Office of Education Innovation serves as a high-quality charter school authorizer for over 30 mayor-sponsored charter schools serving approximately 14,000 students in our city.

The Office of Education Innovation Charter School Fellow will assist in developing and implementing projects geared toward capturing institutional knowledge and standardizing charter school authorizing processes and procedures. The fellowship will provide an opportunity to learn about charter schools and best practices in charter school authorizing. The Charter School Fellow will gain experience in community outreach, strategic planning, authorizing and data/document management while also helping to institutionalize systems and practices.

Internship orientation is on Monday, May 18<sup>th</sup>.

**Resumes and Three References Must be submitted via Email by April 3<sup>rd</sup> to:**

**Brandon Brown**  
**Director of Charter Schools**  
**Office of Mayor Greg Ballard**  
[Kristin.Hines@indy.gov](mailto:Kristin.Hines@indy.gov)